

Two Tools Designed to Help Reservists

By Commander, Naval Reserve Force Public Affairs

NEW ORLEANS (NNS) — Two new tools will soon be available to help Reservists perform their jobs more efficiently.

The tools are called the Naval Reserve Navigator and the Selected Reserve (SELRES) Guidebook.

The Navigator is a CD-ROM containing Naval Reserve administration policies and procedures, medical and dental information, pay and uniform material plus much more.

"These tools will help the deckplate Sailor ... it's like having a PN (personnelman) in your back pocket," said Ensign Ken Shade, Navigator team leader.

It will be distributed to every Naval Reserve activity and unit commanding officer in January. The CD will also contain a copy of the

guidebook, a 16-page "gouge" book

covering information that every SELRES should know about the Navy, benefits, mission readiness and career guidance. The gouge book can be found on the Naval Reserve Forces Command Web site at www.navres.navy.mil/navresfor/ navsurf/.

For related news, visit the Naval Reserve Force Navy NewsStand page at www.news.navy.mil/local/nrf.

Manual Can Help You Improve Fitness, Prevent Injury

PORTSMOUTH, Va. (NNS) — Good training programs are designed around a comprehensive plan providing information to guide every step of the way. Personal fitness regimens should have a plan, as well.

The Navy Environmental Health Center (NEHC) Portsmouth recommends the "Force Health Protection: Nutrition and Exercise Resource Manual" as a comprehensive guide for nutrition and fitness.

"It was published by the Department of Military and Emergency Medicine at Uniformed Services University of the Health Sciences (in Bethesda, Md.) in 1999, and presents a wealth of evidence-based fitness information," said Diana Settles, program manager for injury prevention and fitness at NEHC.

The manual begins with an overview of how the body produces and uses energy, as well as some basics on nutrition. The bulk of the information covers physical exercise, with topic areas including flexibility, cardiovascular exercise and strength training.

With Sailors and Marines training in diverse environments ranging from submarines to deserts to carrier decks, the manual also focuses on rounding out your knowledge to keep you healthy. For example, it breaks out specialized topics such as training in diverse climates; training for women; and the relationship between age and performance. Beginners and seasoned fitness fans alike will benefit from the wealth of information in the manual to help maintain optimum performance. The manual can also help you meet those upcoming holiday resolutions to get in shape.

To check it out, visit the NEHC web site at www-nehc.med.navy.mil/hp/nutrit/forcehealth.htm

For related news, visit the Navy Medicine Navy NewsStand page at www.news.navy.mil/local/mednews.



Skippers's Corner





D. L. Roy

CAPT, USNR Commanding Officer



Hopefully, everyone had a wonderful Christmas and a fun New Year celebration. The staff here at the NAR took some time off to enjoy our families and to refresh ourselves over the holidays, but now that the New Year is here, we're back to work and ready to continue to support our Reservists and support the War on Terrorism.

As a framework to talk about what's on the horizon, I'll use our goals that we've set for Fiscal Year 2003.

One of our over-arching goals is to **improve communication**. Under this umbrella are the following four goals:

- 1. Seamlessly complete the NMCI transition. This is in progress now and while there's a tremendous amount of work involved, it should be transparent to our Drilling Reservists. What you should see in about six months are new machines at the NAR, and within a year, laptops for all unit commanding officers. While there are many more significant benefits to this transition, they're mostly background to our Reserve customers. You'll see the real benefits when you work at your gaining command that has also completed the NMCI transition. I'll brief the progress of this goal during our June Leadership Conference.
- **2. Complete the development of the NAR website**. The new NAR intranet that includes a general NAR forum, as well as forums for CO's and SEA's, has been well received. It's the medium I use now to communicate with the unit CO's. The next step is to complete the electronic Customer Service Desk that should be up and running in March.
- **3. On-time submission of Evals and FITREPs.** This has been a perennial problem. As part of every selection board, BUPERS sends a message out to all commands who are missing evals or FITREPs. The number for each board, Reserve-wide, is embarrassing. We're going to fix it. We've instituted a tracking system with a central point of contact at the NAR. Every eval and FITREP will go through RPD who will account for it, copy it, and pass it on to PSD. Bear with us as we go through our first cycle of annual reports. If you get an e-mail saying you haven't turned in a report that you know you have, just correct it. This should actually be an easy process and will ensure that our Sailors are ready and competitive for every selection and promotion board.
- **4. Medical Readiness of 95%.** Now that we're tracking medical readiness by name and handing a list to each unit CO, we should be able to get all the "culprits" up to speed. Medical Readiness is no small matter it's a mobilization requirement and with the War on Terrorism, Mobilization Readiness is our number one concern.

Our second over-arching goal is to **reduce attrition** to below 20%. Sounds like it's still a high number, but Force-wide, we're presently experiencing a much higher rate. There are three goals under this umbrella:

- 1. Complete the CO and SEA Community of Knowledge. With the inputs from the December Leadership Conference Workgroups, we're just about there. This should give our senior leaders the tools, and easy accessibility to the tools, you need to lead your unit, counsel your sailors, and effectively augment the Fleet.
- **2. Complete a second Baldrige Application.** Last year, we submitted a Baldrige application to the State of California and received some valuable feedback on how we can continue to improve the way we do business. The real value in this is the very process of putting together an application. By going through this, we discuss, analyze, measure, critique, document, and continue to improve the way we do business. Writing another application makes us take another hard look at our processes and our results. What's this got to do with attrition? I figure that if our administrative processes are painless and effective, we'll remove many dissatisfiers that make it frustrating to be a Drilling Reservist.
- **3, Refine the Non-prior Service (NPS) Program.** That's a pretty ambiguous goal right now, but later this month, we're going to nail down some specific and measurable goals. The workgroup from the December Leadership Conference gave us some great ideas. With over 50% of new affiliates in the Reserve Program being NPS, we've got to make sure that we can gainfully employ these patriots who have joined to serve, and make them valuable augmentees of the Fleet.

That should keep us busy for this year! One final note I'll mention is a new RESFORCOM initiative that starts this month. RADM McLaughlin has chartered the Naval Reserve Force Transformation Initiative (NRFTI). This is a group of 60 Drilling Reservists and FTS whose purpose is to:

*Identify and prioritize the full range of SELRES customer requirements;

*Developbreakthrough solutions for customer service issues that are a consistent problem for the Naval Reserve;

*Design an organizational culture that will support this customer service ethic; *Identify ways to anticipate Navy requirements so we can provide meaningful training;

*Design and implement a permanent, on-going system to identify customer requirements of Drilling Reservists and our success in satisfying them.

We have some folks from NAR San Diego who are part of this ambitious, and a p p r o p r i a t e l y resourced, project. I'll update you on the status of this in the next newsletter. In the meantime, be ready to mobilize!

Naval Air Reserve San Diego Newsletter

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From the XO's desk

Your Naval Air Reserve Full Time Support staff is not resting on its laurels from the success of 2002. There is always room for improvement and we continue finds ways to render better and effective service. We are starting the New Year off with a whole new organizational process for Augment Unit Program Managers. There is now a separate and dedicated Program Manager Division within RPD whose sole job is to assist you and be your Officer In Charge supporting the Augment Unit Commanding Officer. Like with all new processes, change can sometime cause confusion. Communication will remedy transition problems that may arise so please notify me of any difficulties as we go through this transformation or any innovative ideas to better this initiative. As always, my door is always opened.

Commander Mark Vizcarra Executive Officer Naval Air Reserve San Diego

Health Services

If you are pregnant you must come to medical to update your status. Per current directives, you can drill and



even complete your AT prior to your 32nd week of gestation. Your record will also be updated in RAMIS and protect you from being mobilized in the event that you are needed. Please come by medical and we can give you the details of what you can and can't do.

Medical readiness for the NAR is currently at 51% ready. The national average is 55% with surface units at 61% and air units at 43%. As you see we have a long way to go. The NAR goal is 95%. When thinking of readiness the most important part is the health and dental readiness. All the training you get won't make you ready if your medical and dental is not complete. During Desert Storm many were held back due to health and dental, none were held back because of training. Stop by medical so we can see if you are ready. in receiving an unexcused absence, or a delay in getting paid. The form can be faxed to 619-545-2617.

Reserve Services Department

Reserve Services

There have been recent changes to Reserve pay personnel. Due to YN2 (SW) Fernandez's transfer, all Intel unit pay inquires will now be directed to YN2 Esquibel. She can be reached at 619-545-2656 or via email at esquibel@cnrf.navy.mil. We are currently experiencing multiple communication errors due to NSIPS software. Drills that are inputted locally do not always successfully complete transactions into RHS/DFAS. If after completion of a drill if payment is not received within 14-17 days please notify your unit clerk immediately.

Billet Control

Important dates to remember for Apply: 31 January COMNAVRESFORCOM (N12) post Vacancy Manager and APPLY Program on the web for registration (https://apply.nola.navy.mil/).

1 February Board membership and Board support application packages due to COMNAVRESFORCOM (N12) (email applications to applyfy04@hq.cnrf.nola.navy.mil).

15 March Deadline for RLOs to complete

gaining command comments to VACANCY database, via the web.

30 April On-line registration cut-off for APPLY program.

18 May Final day for Drilling Reservist updates to their on-line billet applications.

6 June Final day for Drilling Reservist supplemental package submissions to the President of the Board.

15 June FY-04 Board convenes (Board member Indoctrination).

16 June Board membership posted on web.

27 June FY-04 Board concludes (estimated date).

NLT

11 July FY-04 Board results released by COMNAVRESFORCOM (N00).

For more information on National Command and Senior Officer (06/05) Noncommand Screening and Assignment Board see COMNAVRESFORCOMNOTE 5400 or log onto Naval Reserve Forces Command website: http://www.navres.navy.mil/navresfor/navsurf/staff_codes/N1/applyfy04/index.html



Automated Information Services

The New Year brings many changes to our Automated Information Systems Department. Computer network services and desktop computer support are being transitioned

to the Naval Marine Corps Intranet (NMCI). This is a Navy wide change designed to standardize computer services, improve performance and increase security. A description of NMCI can be found at http://www.nmci-isf.com/nmci.htm.

What NMCI means to you is that you get a new computer and support contracted by the Navy. Until the new equipment and network is installed we are counting on our existing setup. Two contractors are working with us to help keep

everything working and to bring in the new computers without any interruption in your work. They are Thomas E. Lindgren and Matthew T. Brooks. Our lead System Administrator, Eddie Trujillo, has joined the NMCI team and will work with Thom and Matt during the transition.

CAPT Roy will schedule a Command Brief soon to answer all your questions about the NMCI Transition.

My work as Department Head will continue but in a

different role. One of my primary duties will be to make sure that NMCI is providing complete and efficient computer services to you. Certain parts of our computer services, such as the Defense Messaging System, will remain a Command responsibility. IT2 Padilla will ably assist me. During the transition period the NMCI Team will be here to help.

It has been my pleasure to build the computer network and desktop systems we all use everyday. Many talented

people helped make our computer systems a reality over the years. I am fully committed to make sure that the new systems and services work even better and that you can continue the excellent work for which Naval Air Reserve San Diego is known.



Reserve Programs Department

Greetings from RPD! Welcome to a New Year 2003 and a host of new changes within the NAR. We have some personnel changes as well as some process changes within RPD.

RPD's Evaluation Coordinator, Tony, has departed and we bid him the customary fair winds and following seas. His replacement, Clyde from Oak Harbor, Washington reported to us on 30 December. George, a navy veteran, is our new NOWS Coordinator and comes to us from local San Diego. I'm sure the both of them will provide the outstanding customer service you expect for the NAR.

Our annual local O5/O6 and O4 command and non-command selection board has been discontinued indefinitely. All our O5/O6 and O4 CO billets will go before the National Apply Board for FY04. There are some items that need to be fulfilled, namely billet descriptions for proper slating of skills and required experience. Expect further training on Apply board procedures this January DWE.

A new infrastructure change, effective January 2003, will involve the development of a Program Manager Division, which reports to the RPD. All Program Managers will be designated primary duty positions vice collateral duty as it was in the past. This is intended to place greater emphasis on customer service for increased communication and efficiency. Expect an instruction to hit the streets by the January Drill Weekend.

MOBILIZATION UPDATE

The month of December saw a Force-wide "Readiness Standdown" during which all of our Reservists went through the mobilization activation checklist, updated personnel data systems, and started completing action items that can be performed prior to mobilization. Every Reserve unit commanding officer or detachment officer-in-charge also completed a unit readiness survey. This opportunity for each Naval Reservist to examine and improve his or her mobilization readiness is part of an ongoing effort to maximize readiness throughout the Reserve Force. Completion of the stand down does not mean that a Reservist will be mobilized.

"We want to make sure each Reservist can process through every item on the checklist, should mobilization orders be initiated," said CAPT Carl Hill, Naval Reserve Force Mobilization Coordinator. "This is nothing new for the Reserve Force-we have been doing this all along. We're just focusing everyone's efforts at this time to help minimize any future roadblocks."

If you have any questions regarding mobilization issues, please contact your unit mobilization officer at 619-545-2757.

Operation Uplink Phone Card

If would like to request an Operation Uplink Phone Card for yourself or a loved one who is a hospitalized veterans or active duty military personnel deployed away from home, please click on the website link below.

You can only request one card per service member in any 60 day time period.

Phone cards will only be sent to the following types of addresses:

- 1) military address
- 2) hospital or nursing home

It will take 2-6 weeks for delivery during the holidays. http://www.operationuplink.org/request.cfm

Operation Uplink, VFW Foundation National Headquarters 406 West 34th Street, Suite 718 Kansas City, MO 64111





Supply Department Chop Talk



Well, Christmas has finally come and gone and everyone is hopefully a little lighter in the pocket and tighter in the belt from eating massive amounts of food. The new berthing instruction is in place and policies can be viewed at the NARSD website and clicking on Supply and the berthing link. Likewise the uniform policy is also in place at the Uniform Link also on the Supply page. You can now sign up for berthing up to year in advance within the Fiscal Year- just ensure that you cancel your reservations if you are unable to attend. If you are a "no show" twice- your berthing privileges are revoked.

Berthing requests can be made on line by visiting www.narsd.navy.mil and clicking on the Supply Berthing Page. You can still request berthing by signing up in advance at the Supply Customer Service Counter in building 251, room 123 or calling (619) 545-4583/4550. You may also e-mail us at sdberth@cnrf.navy.mil. Remember, berthing requests

must be made 14 days prior to the drill date. Personnel requesting berthing after that date will be put on a stand by list with a high possibility of being financially liable for their berthing.

New reservists requiring uniforms are required to come into the NAR to get measured before orders are placed. If a reservist needs a new uniform, they must come in to NAR and turn in their old uniforms before new uniforms will be ordered. If you have any questions concerning uniforms or the status of your order, please call (619) 545-4550.

